

**UNITED STATES BANKRUPTCY COURT
NORTHERN DISTRICT OF ILLINOIS
EASTERN DIVISION**

STANDING ORDER NO. 3

REQUIREMENTS FOR CHAPTER 13 ATTORNEYS FEE REQUESTS

Pursuant to 11 U.S.C. § 330(a)(4)(B) and Local Rule 9029-5 of the court, the Bankruptcy Court for the Northern District of Illinois having adopted a model “Rights and Responsibilities Agreement between Chapter 13 Debtors and their Attorneys” (the “Model Retention Agreement”) as well as a form application for compensation of debtors’ counsel (the “Form Application”), both of which are available on the court’s web site (www.ilnb.uscourts.gov),

IT IS HEREBY ORDERED:

1. All request for awards of compensation to debtors’ counsel in Chapter 13 cases must be made using the Form Application, whether or not counsel and the debtor have entered into the Model Retention Agreement, and the Form Application must be filled out completely and accurately.
2. If the Form Application is not used, the request for compensation will be stricken without further notice. If the Form Application is used but not filled out completely or accurately, the award of compensation will automatically be reduced by \$200.

3. Provided (a) the Form Application is used for the request for compensation, (b) the Form Application is filled out completely and accurately, and (c) the Form Application states that counsel and the debtor have entered into the Model Retention Agreement, then compensation will be awarded in an amount that, depending on the option chosen under the Model Agreement, does not exceed \$2,200 for services rendered through plan confirmation or \$2,700 for services rendered through the close of the case.

4. In cases where (a) counsel and the debtor have not entered into the Model Retention Agreement, and (b) counsel has requested compensation in excess of \$2,000, the application must have attached to it a detailed itemization of the services counsel has rendered. The itemization must provide the nature of the services, the time spent (in tenths of an hour), the identity of the person rendering the services, and the person's hourly rate. In the absence of such an itemization, no more than \$2,000 will be awarded.

5. Requests for compensation must comply with the 20-day notice provision in Rule 2002(a)(6) of the Federal Rules of Bankruptcy Procedure. Requests that do not comply with Rule 2002(a)(6) will be stricken.

6. When a chapter 13 case is dismissed, the court will entertain requests from debtor's counsel for compensation during the 30 days following the date of dismissal. The fee application must be noticed to the debtor, the standing Chapter 13 Trustee and all creditors and must be noticed for hearing within the 30-day period. If no application is filed and heard within the 30-day period, the Trustee shall disburse any funds he may

have on hand in accordance with the established policies and procedures of his office.

Dated: December 3, 2003

ENTER: _____
A. Benjamin Goldgar
Bankruptcy Judge